THE SNCRIS MASTER RECORD DESCRIPTION
HCFA-2540-92

The Silled Nursing Facility Cost Report Information System master file
is created on an IBM mainframe by a COBOL program. The file is housed
on 3480 tape cartridges in variable record lengths and blocksizes. The
minimum possible record length is 41 characters, maximum is 31,993. The
maximum block size is 31,997.

Each hospital cost report on the SNCRIS master file is made up of two or
more variable length records, one containing alphanumeric data, and one
or more containing numeric data. The first 22 characters are cost report
identification data and are identical in each record type for a given
report:

         positions 1 - 5 = fiscal intermediary number;
         positions 6 - 11 = provider number;
         positions 12 - 16 = fiscal year end date (Julian);
         position   17 = cost report status;
         positions 18 - 22 = SNCRIS process date.

Position 23 identifies the record as either numeric (value 1) or
alphanumeric (value 0). Positions 24 and 25 make up a binary field that
specifies the number of individual data elements held on that record (see
attachment 1).

Each data element consists of two parts, a source identifier and the
actual data. The source identifier makes up the first six bytes of the
data element and specifies the worksheet, line and column from which the
data was extracted. This source identifier is identical in both types
of records.   The first byte of the source id is alphabetic and
corresponds to the worksheet from which the data is taken. The eight
bytes that follow are numeric, in COMP-3 format (packed decimal), to
specifically identify worksheet, line and column. The COMP-3 format
allows for the use of nine numeric characters. The first one, two or
three numerics, in conjunction with the preceding alphabetic character,
specifically identify the worksheet. Worksheet identification is defined
in the accompanying worksheet identifier table. Numeric characters to
specify the column occur beginning in position 3 or 4 or 5 and ending in
position 6. Positions seven through ten are line number. For fixed
worksheets, 7 - 10 are line number. For cost center coded worksheets,
7 through 10 are the cost center code (see attachment 2).

The actual data within the data element is different for the two types
of records. The alphanumeric data is 40 bytes in length in standard
EBCDIC format. Each alphanumeric data element therefore is 46 bytes in
length. The numeric data is 6 bytes in length and is COMP-3 (packed
decimal) in format. The numeric data element is 23 bytes in physical
length, but the COMP-3 format allows for 11 numeric characters in the
data. Unless otherwise specified in the HCFA-2540-92 cost reporting
specifications, all numeric data assumes 2 positions of each field are
right of decimal. Ratios and percentages assume 6 positions right of
decimal.

attachment 1

Alphabetic record description:

```
  .
  FI-NUMBER                PICTURE X(5)
  PROVIDER-NUMBER          PICTURE X(6)
  FISCAL-YEAR-END-DATE  PICTURE 9(5)
  MCR-STATUS               PICTURE  X(1)
  RECEPT-DATE              PICTURE  9(5)
  RECORD-TYPE              PICTURE X(1)       (constant value of zero)
  DATA-ELEMENT-COUNT   PICTURE S9(4)  COMP  (binary)

   ALPHA-DATA-ELEMENT      OCCURS 1 TO 680 TIMES
                                    DEPENDING ON DATA-ELEMENT-COUNT


     ALPHA-ID-CODE
        ID-CODE-ALPHA      PICTURE  X(1)
        ID-CODE-NUMERM     PICTURE  S9(9) COMP-3 (packed decimal)
       ALPHA-DATA          PICTURE  X(40)
```

Numeric record description:

```
  .
  FI-NUMBER                PICTURE X(5)
  PROVIDER-NUMBER          PICTURE X(6)
  FISCAL-YEAR-END-DATE  PICTURE 9(5)
  MCR-STATUS               PICTURE  X(1)
  RECEPT-DATE              PICTURE  9(5)
  RECORD-TYPE              PICTURE X(1)      (constant value of one)
  DATA-ELEMENT-COUNT   PICTURE S9(4)    COMP (binary)

   NUMERIC-DATA-ELEMENT      OCCURS 1 TO 1998 TIMES
                                    DEPENDING ON DATA-ELEMENT-COUNT


     ALPHA-ID-CODE
        ID-CODE-ALPHA      PICTURE  X(1)
        ID-CODE-NUMER      PICTURE  S9(9) COMP-3 (packed decimal)
       ALPHA-DATA          PICTURE   S9(9)v99 COMP-3 (packed decimal)
```

attachment 2

The data element identifier, as used in the HCFA-2540-92 system master file, varies in format. The first position of the identifier always contains the alphabetic portion worksheet identifier. The remainder of the worksheet identifier varies from 1 to 3 characters in length, positions 2 through 4 in the ten position code, depending on which specific worksheet is encoded. Depending on how many characters are used as worksheet identifiers, the numeric column code that immediately follows varies from 2 to 4 characters in length and resides somewhere within positions 3 through 6. The last 4 positions of the identifier consist of the line number or cost center code, as appropriate.

```
        SNCRIS (2540-92) DATA ELEMENT CODE


        Worksheet-id (2 to 4 characters)
          1  =  alphabetic worksheet-type
          2 or 2-3 or 2-4 = numeric worksheet-type/part
        Column-id (2 to 4 characters)
          3-6 or 4-6 or 5-6  = column-number
        Line-id (4 characters)
          7-10 = line-number (cost center code if appropriate)
```

WORKSHEET IDENTIFICATION

Worksheet	Indicator
S	S00
S-2	S20
S-3	S30
S-4, part 1	S41
S-4, part 2	S42
A	A0
A-7	A70
A-8	A80
A-8-1, part A	A810
A-8-1, part B	A811
A-8-1, part C	A812
A-8-2	A82
A-8-3, all parts	A83
A-8-4, all parts	A84
B, part 1	B0
B, part 2	B2
B-1	B1
C	C00
C-1	C10
D, part 1(SNF)	D018
D, part 1(NF)	D019
D, part 2	D08
D-1 (SNF)	D18
D-1 (NF)	D19
D-2, all parts	D20
E, part 1 (SNF)	E81
E, part 1 (NF)	E91
E, part 2	E82
E, part 3	E83
E-1	E18
E-4, all parts (SNF)	E48
E-4, all parts (NF)	E49
F-1	F10
F-3	F30
F-4, part 2	F40
G	G00
G-2, part 1	G21
G-2, part 2	G22
G-3	G30
H	H00
H-1	H10

WORKSHEET IDENTIFICATION (cont.)

Worksheet	Indicator
H-2	H20
H-3	H30
H-4, part 1	H41
H-4, part 2	H42
H-5	H50
H-6, part 2	H62
H-7	H7
J-1	J10
J-2, all parts	J20
J-3 (SNF)	J38
J-3 (NF)	J39
J-4 (SNF)	J48
J-4 (NF)	J49
M-1	M10
M-2, all parts	M20
M-3 (SNF)	M38
M-3 (NF)	M39
M-4 (SNF)	M48
M-4 (NF)	M49

HCFA-2540-92 COST CENTER CODING

Cost center coding is a methodology for standardizing the meaning of cost center labels as used by health care providers on Medicare cost reporting forms. The use of this coding methodology allows providers to continue to use their labels for cost centers that have meaning within the individual institution. The four digit codes that are required to be associated with each label will provide standardized meaning for data analysis. Normally, it will only be necessary to code any added or changed labels because the labels preprinted on the cost report forms e automatically coded by HCFA approved software. These are referred to as the Standard Labels.

Additional cost center descriptions have been identified through analysis of provider labels. The meanings of these additional descriptions were sufficiently different from the standard label cost centers to warrant their use as the Nonstandard Labels. The nonstandard codes are divided into six groupings, one for each major category on the trial balance worksheet except Inpatient Routine Service, to provide for situations where no appropriate meaning can be found in the standard cost center labels.

Both Standard and Nonstandard cost center descriptions and their associated codes are shown in the following table.

STANDARD COST CENTER CODES

GENERAL SERVICE

CODE	# of USES	
0100	(100)	Capital Related Expenses - Buildings & Fixtures
0200	(100)	Capital Related Expenses - Moveable Equipment
0300	(100)	Employee Benefits
0400	(100)	Administrative & General
0500	(100)	Plant Operation, Maintenance & Repairs
0600	(100)	Laundry & Linen Service
0700	(100)	Housekeeping
0800	(100)	Dietary
0900	(100)	Nursing Administration
1000	(100)	Central Services & Supply
1100	(100)	Pharmacy
1200	(100)	Medical Records & Library
1300	(50)	Social Services
1400	(100)	Interns & Residents (Approved Teaching Program)

INPATIENT ROUTINE SERVICE

CODE	# of USES	
1600	(01)	Skilled Nursing Facility
1700	(01)	Nursing Facility
1800	(01)	Other Long Term Care

ANCILLARY SERVICE

CODE	# of USES	
2100	(100)	Radiology
2200	(100)	Laboratory
2300	(100)	Intravenous Therapy
2400	(100)	Inhalation Therapy
2500	(100)	Physical Therapy
2600	(100)	Occupational Therapy
2700	(100)	Speech Pathology
2800	(100)	Electrocardiology
2900	(100)	Medical Supplies Charged to Patients
3000	(50)	Drugs Charged to Patients
3100	(100)	Dental Care (Title XIX Only)

OUTPATIENT SERVICE

3400	(50)	Clinic

OTHER REIMBURSABLE

3600	(05)	Administrative & General - HHA
3700	(05)	Skilled Nursing Care - HHA
3800	(05)	Physical Therapy - HHA
3900	(05)	Occupational Therapy - HHA
4000	(05)	Speech Pathology - HHA
4100	(05)	Medical Social Services - HHA
4200	(05)	Home Health Aide - HHA
4300	(05)	Durable Medical Equipment Rented - HHA
4400	(05)	Durable Medical Equipment Sold - HHA
4500	(05)	Home Delivered Meals - HHA
4600	(05)	Other Home Health Services - HHA
4700	(05)	CORF
4800	(01)	Interns & Residents (Not in Approved Teaching Program)
4900	(05)	Community Mental Health Center

SPECIAL PURPOSE

5000	(01)	Malpractice Premiums and Paid Losses
5100	(01)	Interest Expense
5200	(01)	Utilization Review - SNF
5300	(05)	Hospice

NONREIMBURSABLE

5700	(100)	Gift, Flower, Coffee and Canteen
5800	(100)	Barber & Beauty Shop
5900	(100)	Physicians⸱ Private Offices
6000	(100)	Nonpaid Workers
6100	(50)	Patients⸱ Laundry

NONSTANDARD COST CENTER CODES

GENERAL SERVICE

1350   (50)   Other General Service

ANCILLARY SERVICE

3050   (50)   Other Ancillary

OUTPATIENT

3450   (50)   Other Outpatient

OTHER REIMBURSABLE

4750   (50)   Other Reimbursable

SPECIAL PURPOSE

5350   (50)   Other Special Purpose

NONREIMBURSABLE

6150   (50)   Other Nonreimbursable